Freedom of Information Request FOI 19 48

Procurement

Query and response:

- What procurement system do you use? And is this also where you publish tenders?

    We use the EU Supply Bluelight e-Tendering Portal.

    We use Contracts Finder to publish tenders £100K (formal tender process) and above in value, including OJEU Tenders.

    We use TED (OJEU) sites to publish all tenders above the EU threshold.

- Do you publish tenders anywhere else, if so where?

    No, only those sites mentioned above.

- How much do you pay per annum for your procurement software?

    We don't pay for the software, only user licences. Details of the contract are available here.

- What are the contract start and end dates with the provider and when will the next tender become available?

    The start date is 1 April 2018 and the end date is 31 March 2020.

- How long have you used this software for in total?

    We have used the Portal since 1 April 2014 and have had licences since that date.

- What are the purchasing rules of your organisation?

    Contracts between the value of £0 and £10000 require a minimum of one quote
    Contracts between the value of £10,000 and £49,999 require a minimum of three quotes
    Contracts between the value of £50,000 and £99,999 require a minimum of six quotes
    Contracts between the value of £100,000 and the EU threshold require a formal tender process to be undertaken. Tenders are published (advert and award) on Contracts Finder and on TED (OJEU), as well as on our portal.
    Contracts with a value above the EU threshold require a full EU tendering process to be carried out. Tenders are published (advert and award) on Contracts Finder and on TED (OJEU), as well as on our Portal.